

**FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS
PROCUREMENT DIVISION**

320 Hospital Drive, Suite 23

Warrenton, Virginia 20186

Phone: (540) 428-8713

Fax: (540) 347-5753

NOTICE OF CONTRACT MODIFICATION

1. DATE: May 1, 2002
2. COMMODITY NAME: Captive Auto Parts
3. CONTRACT NUMBER: 58-00smc-A, B, C
4. SUPERCEDES: 52-99smc
5. CONTRACT PERIOD: March 19, 2002 through March 18, 2003
6. RENEWAL OPTIONS: Two (2) One Year Terms
7. CONTRACTOR: See Attached
8. TERMS: Net 45
9. DELIVERY: See Attached; F.O.B. Destination
10. FOR FURTHER INFORMATION CONTACT: Susan Monaco, CPPB
PH (540) 428-8713
11. NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOL USING DEPARTMENTS: This contract is the result of a competitive bid program and its use must follow the FCG&PS Procurement Policy/Procedures for the purchase of the commodities listed herein. Please see the reverse side of this notice for further instructions regarding this contract.

By: _____
Susan R. Monaco, CPPB
Senior Buyer, FCG&PS Procurement

INSTRUCTIONS

1. Orders: All FCG&PS Using Departments must order services listed by issuing FCG&PS Purchase Orders per FCG&PS Procurement Procedures Manual. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 428-8717 or 8720. Please see Attachment A for Parts & Labor Ordering Procedure.
2. The applicable contract number, vendor number, item description and price per each, total dollar amount, contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Contractor use. Using Departments may issue blanket purchase orders and use internal release numbers for ease of ordering.
3. Inspection on delivery and approval of contractor's invoice is the responsibility of the receiving using department.
4. Any complaint as to quality of goods or services, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to FCG&PS Procurement for handling with the Contractor. All complaints must be submitted in writing and can be forwarded to Procurement via fax or courier.
5. Renewals: As stated on the face of this notice, two (2) one-year terms remain on this contract. The decision as to whether to exercise the renewal option will be made by the contract officer, with input requested from the using departments, approximately sixty (60) days in advance of the expiration date of the current term.

CONTRACT #58-00smc-A, B, C, Captive Auto Parts & Service

VENDOR & COMMODITY INFORMATION

Vendor Number Vendor Name, Address, Phone and Fax

Primary Contractor, Ford and Dodge, Contract #58-00smc-A

630929 Rick Hunt Ford-Dodge PH(540) 347-1234
6443 Lee Highway FX(540) 347-2514
Warrenton, VA 20187
Contact: John C. Konoza, General Mgr.

10%: Markup Fee on Manufacturer's Published Dealer's Cost List
25%: Markup Fee, Overnight Shipments only, " " "
\$ 56.00/hour: Labor Rate **Full Credit Terms**, no restocking fee
9:00 a.m. & 2:00 p.m.: Cut off time for order placement

Secondary Contractor, Ford, Contract #58-00smc-B

635586 Koons Ford, Inc. PH(703) 241-7300
1051 E. Broad Street FX(703) 237-2354
Falls Church, VA 22044
Contact: Mark Muldoon, Parts Mgr.

10%: Markup Fee on Manufacturer's Published Dealer's Cost List
\$ 65.00/hour: Labor Rate **Full Credit Terms**, no restocking fee
9:00 a.m. & 1:00 p.m.: Cut off time for order placement

Secondary Contractor, Dodge, Contract #58-00smc-C

636714 Manassas Dodge Kia Subaru PH(703) 361-6506
9100 Centerville Road FX(703) 366-2829
Manassas, VA 20110
Contact: Julia Coates, VP

25%: Markup Fee on Manufacturer's Published Dealer's Cost List
\$ 55.00/hour: Labor Rate **Full Credit Terms**, no restocking fee
1:00 p.m.: Cut off time for order placement

Primary Contractor, Chevrolet, Contract #58-00smc-D *Note: this portion of the contract has been terminated effective 5/1/02 due to Lustine selling their dealership.*

~~630855 Lustine GM Parts Distributors PH(301) 927-4455
4510 Longfellow Street FX(301) 985-6147
Hyattsville, MD 20781
Contact: Denton C. Hyde, General Parts Mgr.~~

~~**10%:** Markup Fee on Manufacturer's Published Dealer's Cost List
Credit Terms: No credit terms offered, but parts are returnable 30 days from purchase.
Labor is unavailable from this Contractor.
5:30 p.m. for next a.m., 11:30 a.m. for next p.m.: Cut off time for order placement~~

Captive Auto Parts & Service, Contract #58-00smc-A, B, C
Attachment A,
Parts Ordering Procedure

IN-STOCK PARTS: Fleet Maintenance will call the Primary Contractor for parts orders. All Contractors shall indicate at the time of order if the parts requested are IN STOCK or if they must be ordered from the dealer. If parts are not IN STOCK, and are needed within the next day, Fleet Maintenance will call the Secondary Contractor to ascertain if they have the part IN STOCK, and if they do, will order the part through the Secondary Contractor.

OUT-OF-STOCK PARTS: If the parts are OUT OF STOCK and are not needed immediately, Fleet Maintenance will place their order with the Primary Contractor for delivery within the next available delivery cycle upon the Contractor's receipt of the parts from the dealer; standard delivery time from dealers to Contractors is three days.

OVERNIGHT PARTS REQUESTS: As indicated in section 4.2 of the contract documents, Fleet Maintenance may authorize the Contractor to use speedy overnight delivery of critical out-of-stock parts on an exceptional basis. Fleet Maintenance will approve the addition of freight only on these exceptional orders.

SERVICE, BASED ON CONTRACT LABOR RATES: Fleet Maintenance will request service from the Primary Contractor at the contract labor rates as specified in Section 2.2 of the contract documents. The Secondary Contractor will only be contacted when the Primary Contractor cannot provide service within the time required by Fleet Maintenance.